

**STAR Local Property Tax Rebate Application****DTF-178**

(9/06)

Print or type all information clearly. See the instructions on the back page for more information.

**Part 1 — Owner/applicant information (to be completed by property owner)**

This application must be completed by an owner whose primary residence is or was the property listed in Part 2 below. The owner must have been entitled to a STAR exemption for that property on the earlier of the date the STAR application was due for the 2006-2007 school year, or March 1, 2006. The rebate check will be issued to the owner listed below. Only one rebate check will be issued per residence. If the property is jointly owned, the rebate check will be issued payable to only one owner who must be listed below. The owner listed below must sign the application, and Part 4 of the application must be completed by the assessor.

Owner's first name and middle initial	Owner's last name	Owner's social security number
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**Part 2 — Property information (to be completed by property owner)** This information can be found on your school tax bill.

Street address of property		Co-op/condo unit no., apartment no., or mobile home lot no.	
City, village, or post office		State	ZIP code
School district name		County	
Parcel identification number (print numbers clearly, including any dashes (-), slashes (/), or decimals(.) between numbers)			
SWIS code	and either	ORPS school district code	or Tax Department's school district code
3926		3926	

Your school tax bill includes some of this information. See instructions on the back side of this form.

- A Is the property in a co-operative apartment building or a mobile home within a mobile home park? ..... Yes ☐ No ☐
- B Is the property a Mitchell Lama Co-op? ..... Yes ☐ No ☐
- C Is or was the property your primary residence? If No, stop; you do not qualify ..... Yes ☐ No ☐
- D Is this property subject to any delinquent school taxes for prior years? If Yes, stop; you do not qualify ..... Yes ☐ No ☐

**Mailing address of property owner (if different from the location of property)**

Mailing address of property owner	Co-op/condo unit no., apartment no., or mobile home lot no.	
City, village, or post office	State	ZIP code

**Part 3 — Owner's certification**

I certify that the information provided above is, to the best of my knowledge, true, complete, and accurate, that I am or was an owner of the above listed property, and that I met the STAR eligibility requirements on the earlier of the STAR application date, or March 1, 2006.

Signature of property owner applying for the rebate	Date
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**Part 4 — This part must be completed by your local assessor****Mark STAR exemption type:**

- ☐ Basic STAR exemption      ☐ Enhanced STAR exemption      ☐ Change from *basic* to *enhanced* STAR exemption

I, SCOTT J. SHEDLER, for TOWN OF RAMAPO, certify that  
Printed name of assessor City, town, or village

the applicant is or was an owner of the property listed above and the property was eligible for the STAR exemption on the earlier of the date that the applicant would have had to apply for the STAR exemption for the 2006-2007 school year, or March 1, 2006. I further certify that the property address and the parcel number noted above are correct.

Signature of assessor	Date
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☐ Application denied: \_\_\_\_\_

Submit completed application postmarked  
no later than January 20, 2007 to:

NYS TAX DEPARTMENT  
STAR LOCAL PROPERTY TAX REBATE APPLICATION  
W A HARRIMAN CAMPUS  
ALBANY NY 12227

## Instructions

### General information

Use this application to claim a School Tax Relief (STAR) local property tax rebate if, as a homeowner:

- you were entitled to **receive** a basic or enhanced STAR exemption on your 2006-2007 school tax bill and you did **not** automatically receive a rebate check; or
- you **did not receive** the STAR exemption, but you would have been entitled to receive the STAR exemption on the earlier of the date the STAR application was due for your locality for the 2006-2007 school tax year, or March 1, 2006; or
- you **received** a rebate check based on a **basic** STAR exemption and you were, or would have been, eligible for an **enhanced** STAR exemption on your 2006-2007 school tax bill; or
- you **received** a rebate check and you are unable to negotiate the check and require a replacement check. (For example, the payee is deceased; the payee is the mobile home park owner rather than the individual STAR recipient; or in the case of a trust, the payee is the remainderman rather than the life estate owner.) To receive a replacement check, you **must** mark the check **void** and attach it to this fully completed (all four parts) application.

For information relating to STAR eligibility and supporting documentation required to obtain your STAR exemption, contact your local assessor or visit the Office of Real Property Services (ORPS) Web site at [www.orps.state.ny.us](http://www.orps.state.ny.us)

The application must be completed and signed by both the owner of the property and the local assessor of the city or town where the property is located. Applications must be filed with the Tax Department on or after October 1, 2006, and on or before January 20, 2007. You may be required to provide your local assessor with additional information in order for the assessor to certify this application.

### Specific instructions

**Property owner/applicant** — Complete Parts 1, 2, and 3.

**Assessor** — Complete Part 4.

#### Part 1

Enter the name and social security number of the owner of the property. If the property is owned by more than one person, the owner whose primary residence is or was the property listed in Part 2 and to whom you wish the rebate check to be issued must complete the application. Only one rebate check will be issued per residence.

#### Part 2

Enter the property information including the school district name and county name where the property is located.

**Parcel identification number** — Enter the parcel identification number exactly as it appears on your 2006-2007 school tax bill (e.g., 53.81-1-47 QH). This may be identified on your school tax bill as *SBL*, *parcel identification*, or *borough, block, and lot*.

### SWIS code, ORPS school district code, or Tax Department school district code

Enter the six-digit SWIS code for the property as it appears on your 2006-2007 school tax bill. Also enter either the six-digit ORPS school district code or the Tax Department's three-digit school district code as it appears on your 2006-2007 school tax bill. You can also obtain your SWIS code and ORPS school district code by contacting your assessor or by logging onto the ORPS Web site at [www.orps.state.ny.us/MuniPro/](http://www.orps.state.ny.us/MuniPro/) and clicking

on *Search for a City, Town, or Village*. Your Tax Department school district code can be found in the instructions for the 2005 or 2006 Form IT-150, *Resident Income Tax Return (short form)*, or Form IT-201, *Resident Income Tax Return (long form)*. These instructions are available on the Tax Department's Web site at [www.nystax.gov](http://www.nystax.gov)

**Lines A, B, C, and D** — You must mark an **X** in the Yes or No box at each line.

**Mailing address** — Enter the address where you want your rebate check mailed **only** if this address is different than the address of the property.

#### Part 3

The property owner **must** sign and date the application.

#### Part 4

The assessor of the city or town where the property is located must mark an **X** in the box for the type of STAR exemption the owner is, or would have been, eligible for. Also verify that the parcel identification number, SWIS code, and school district code have been entered clearly and correctly by the owner. Make any corrections needed directly on the form.

**Application denied** — If the applicant does not meet the eligibility requirements, mark an **X** in the box provided, provide a brief reason, and return the form to the applicant.

The assessor of the city or town where the property is located must sign and date the application.

Additionally, pursuant to the Real Property Tax Law section 425(6)(f), certification of this application shall also entitle the applicant to a **basic** or **enhanced** STAR exemption on the next ensuing assessment roll without further application, provided that all eligibility requirements continue to be satisfied.

### When and where to file

You must file your application on or after October 1, 2006, and on or before January 20, 2007. It is the owner's responsibility, not the assessor's, to file a timely application.

Mail your completed application to:

**NYS TAX DEPARTMENT  
STAR LOCAL PROPERTY TAX REBATE APPLICATION  
W A HARRIMAN CAMPUS  
ALBANY NY 12227**

### Need help?

See the *Frequently Asked Questions* available on the Tax Department's Web site at [www.nystax.gov](http://www.nystax.gov) or call 1-877-6-STAR-NY.

### Privacy notification

The Commissioner of Taxation and Finance may collect and maintain personal information pursuant to the New York State Tax Law, including but not limited to, sections 5-a, 171, 171-a, 287, 308, 429, 475, 505, 697, 1096, 1142, and 1415 of that Law; and may require disclosure of social security numbers pursuant to 42 USC 405(c)(2)(C)(i).

This information will be used to determine and administer tax liabilities and, when authorized by law, for certain tax offset and exchange of tax information programs as well as for any other lawful purpose.

Information concerning quarterly wages paid to employees is provided to certain state agencies for purposes of fraud prevention, support enforcement, evaluation of the effectiveness of certain employment and training programs and other purposes authorized by law.

Failure to provide the required information may subject you to civil or criminal penalties, or both, under the Tax Law.

This information is maintained by the Director of Records Management and Data Entry, NYS Tax Department, W A Harriman Campus, Albany NY 12227; telephone 1 800 225-5829. From areas outside the United States and outside Canada, call (518) 485-6800.